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CITY OF MORGAN HILL

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## ARCHITECTURAL REVIEW BOARD MEETING MINUTES

**SPECIAL MEETING**

**JUNE 21, 2001**

**PRESENT:** Fruit, Kennett, Martin, Pyle, Simon

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**ABSENT:** None

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**LATE:** None

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**STAFF:** Community Development Director (CDD) Bischoff, City Attorney (CA) Leichter, City Clerk (CC) Torrez, and Senior Planner (SP) Linder.

### SPECIAL MEETING

The meeting was called to order by CDD Bischoff at 7.00 p.m.

### DECLARATION OF POSTING OF AGENDA

City Clerk Torrez certified that the meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2.

### OPPORTUNITY FOR PUBLIC COMMENT

The meeting was opened to public comment.

There being none present who wished to speak, the public comment period was closed.

### **1. BROWN ACT AND CONFLICT OF INTEREST PRESENTATION BY CITY ATTORNEY LEICHTER**

### **2. ARB MEMBERS WERE ADMINISTERED THE OATH OF OFFICE BY CITY CLERK TORREZ.**

**3. LENGTH OF APPOINTMENTS WERE ANNOUNCED AS FOLLOWS:**

- James Fruit, 2-yr. term, expiring 3/1/2003
- Jerry Pyle, 2-yr. term, expiring 3/1/2003
- Rod Martin, 2-yr. term, expiring 3/1/2003
- John Simon, 1-yr. term, expiring 3/1/2002
- Yarmila Kennett, 1-yr. term, expiring 3/1/2002

**4. SELECTION OF CHAIR AND VICE-CHAIR:**

**BOARD MEMBERS MARTIN/SIMON MOTIONED TO SELECT BOARD MEMBER FRUIT AS CHAIR. THE MOTION PASSED UNANIMOUSLY.**

**BOARD MEMBERS FRUIT/MARTIN MOTIONED TO SELECT BOARD MEMBER KENNETT AS VICE-CHAIR. THE MOTION PASSED UNANIMOUSLY.**

- 5.** It was confirmed that the dates and time for the ARB Meetings would be the first (1<sup>st</sup>) and third (3<sup>rd</sup>) Thursday of each month at 7 p.m.
- 6.** ARB Members were assigned mail boxes and distributed keys.

**7. ORIENTATION:**

1. **General Duties of Architectural Review Board (ARB):** Types of applications to be reviewed by the ARB and how those differ from the types of applications reviewed by the Planning Commission and the City Council.
2. **Application Processing:** Description of the application process starting with the submittal of the application to the Planning Division through to building permit issuance.
3. **CEQA:** What it is and how it fits into the process.
4. **RDCS:** What it is and how ARB fits into process.

**8. FUTURE TASKS:**

1. Working with City Council to discuss Council objectives and receive direction.
2. Update of the Design Review Ordinance.

3. Update the Architecture and Site Review Handbook

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**ANNOUNCEMENTS:**

**ADJOURNMENT:** There being no further business, **BOARD MEMBERS KENNETT/PYLE MOTIONED TO ADJOURN THE MEETING AT 9:20 P.M. THE MOTION CARRIED UNANIMOUSLY.**

**MINUTES PREPARED BY:**

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**TERRY LINDER,**  
Meeting Coordinator